



## Maryland Home Performance Rebate Program Terms and Conditions

The Maryland Energy Administration (MEA) runs the Maryland Home Performance with ENERGY STAR program and the associated Maryland Home Performance Rebate program.

The following terms and conditions apply to the conditional agreement between the Rebate program participant and the MEA.

The term "program participant" refers to the person or persons who has applied for a rebate and has been notified that they are eligible for a rebate under the Maryland Home Performance Rebate Program.

### Project Qualifications

1. Rebates are available only for owner-occupied single-family residences located in Maryland applying through the Maryland Home Performance Rebate Program only.

2. To participate in the program, a program participant must receive a home energy audit performed by a contractor listed on the Maryland Home Performance with ENERGY STAR website ([www.mdhomeperformance.org](http://www.mdhomeperformance.org)).

If a program participant got a comprehensive energy audit done by a participating contractor 6 months prior to the rebate application date, that participant must call the contractor to get a "walk-through" energy audit to ensure nothing significant has changed with the home and complete the "Walk-through Audit Form." If the home has had improvements done since the audit, the homeowner will need to get another comprehensive energy audit done.

3. To qualify for rebates, the total job cost (inclusive of the cost of the audit) must be at least \$1000.

4. A program participant is only eligible for a \$100 rebate for a Home Performance energy audit if subsequent Home Performance energy improvements are done. All rebates are paid after the participating contractor completes the program participant's energy improvements.

5. Installation of measures must be performed by or under the direction of a contractor listed on the Maryland Home Performance with ENERGY STAR website ([www.mdhomeperformance.org](http://www.mdhomeperformance.org)). Installation by contractors not listed on this site will not qualify for the rebate.
6. The Home Performance job must be completed and documentation must be submitted within 120 days from when the program participant receives notification that they are eligible for a rebate. If the program participant has not submitted the necessary documentation within 120 days from the date of the notice, they forfeit their reserved funding.
7. If a program participant reserves more rebate funding than they end up using, the remainder of the funding will be released upon receipt of the final documentation. If a program participant chooses to complete the work in stages, they must re-apply for the rebate funding. A program participant may receive no more than the amount of funding they reserved, even if they choose to complete more improvement work than originally contracted.
8. Rebates are available for the installation of qualified measures made starting January 1, 2011. Installations performed prior to January 1, 2011 are not eligible for rebates from this program.
9. Each energy improvement is capped at the above amount up to 35% of the total cost, with no more than \$1,500 paid for any one energy improvement. Total rebate paid to the program participant is capped at \$3,100 from the list above.
10. All forms and supporting documentation must be mailed to the address provided. MEA is not able to accept Fund Reservation Forms, signed Terms and Conditions forms, or Completion Certificates by email or fax.
11. It is the program participant's responsibility to contract for the purchase and proper installation of the eligible energy improvements by a Maryland Home Performance contractor. Upon completion of the energy improvements, the program participant and contractor must fill out the entire Completion Certificate, sign it, enclose a copy of the paid invoice and return it to MEA. MEA has the right to inspect any participant's energy improvements.
12. The Maryland Home Performance Rebate Program is separate and distinct from Home Performance with ENERGY STAR programs offered by Maryland utilities. There may be different terms and conditions, efficiency requirements, application forms and processes, and participating contractors. Before proceeding with a project, residential homeowners are encouraged to learn about their utility's Home Performance with ENERGY STAR program to qualify for the maximum number of rebates.
13. Upon MEA's receipt of the Completion Certificate and verification that the project meets the Terms and Conditions, the rebate will be sent to the State Finance Office to be processed

for payment. Please note that the rebate may be considered taxable income. Consult your tax advisor for additional guidance.

### **Use of Personal Information**

In accordance with Section 10-624(c) of the State Government Article of the Annotated Code of Maryland, MEA is required to advise you of the following.

(1) The information being requested by the Completion Certificate is necessary to document the completion of the project and to ensure payment of the rebate upon completion of installation of energy efficiency improvements.

(2) Failure to provide all required information terminates MEA's rebate offer and any further obligation to you.

(3) Upon completion of installation, some of this information will be provided to other agencies of the State to process the payment of the rebate.

(4) Unless otherwise provided by law or court order, portions of the information may be subject to disclosure upon request for inspection under Maryland's Public Information Act as set forth in Sections 10-611 *et seq.* of the State Government Article. To the extent permitted by law, personal information will not be disclosed except for the purpose of processing your rebate application.

(5) You may inspect, amend, or correct the information provided. However, after completion of the project and payment of the rebate, any correction or amendment, which if disclosed prior to payment would have made the project ineligible for the rebate, will be subject to a claim for reimbursement to the State and MEA.

### **American Recovery and Reinvestment Act of 2009 (Federal Stimulus Funds)**

Maryland Home Performance Rebates are being funded in whole or in part with monies made available to MEA through the American Recovery and Reinvestment Act of 2009 (ARRA). ARRA-funded rebates are subject to significant terms and conditions. These terms and conditions are listed in the attached "ARRA Addendum – Special Terms and Conditions for ARRA-Funded Grants (Revised January 2011)" and are expressly incorporated by reference to and made a part of these terms and conditions. **The program participant agrees and certifies by signature below that it has read and will abide by and comply with all the requirements contained in the ARRA Addendum attached hereto.**

### **Applicant's Signature**

I have read and understand the terms and conditions, including the terms and conditions contained in Attachment A - ARRA Addendum – Special Terms and Conditions for Home Performance Rebate Program (January 2011).

Signed (Homeowner):

Date:

Name (Print):

### **For more information:**

[www.mdhomeperformance.org](http://www.mdhomeperformance.org)

Form version: 4/5/2011

Email [mdhomeperformance@sra.com](mailto:mdhomeperformance@sra.com); include "Rebate Program" in the subject line.